

Deputy Community Services Director - Library

\$102,714 - \$138,664

Opening Date:

Friday, March 11, 2016

First Review:

Monday, April 4, 2016

Closing Date: Open until the needs of the City are met. This position may close at any time.

Benefits:

- Minimum of 14 paid vacation days per year (depending upon length of service)
- 56 hours of executive leave
- 12 paid sick leave days per year
- 12 paid holidays per year
- Health, dental, life, and vision care coverage plans
- Up to \$5,000 per year tuition reimbursement
- Arizona State Retirement System (ASRS)

How to Apply



Applicants are required to complete the on-line application process. The City of Tempe's practice is to release only the names of candidates who are considered finalists for a vacant position. Tempe believes that this practice is consistent with the most recent cases interpreting Arizona's public records laws.

[Click Here to Apply](#)

Questions? Please contact Kathleen Broman, Sr Human Resources Analyst at (480) 350-8204

Selection Criteria



Applicants whose experience and training most closely meet the needs of the city may be selected for further testing/interviews. Falsifying information or lying during any stage of the selection/hiring process will make you ineligible for new or continued city employment.

Position Information



The role of the **Deputy Community Services Director-Library** is to be responsible for the planning, organizing, implementing and evaluating system-wide library and related information services to meet the needs of the community, both immediate and long-range. The position also takes responsibility for the strategic and day-to-day operations of the library in accordance with city code and policies. Basic responsibilities are personnel administration, financial affairs and general administration of the library including policies, procedures, programs and services. The deputy will act as liaison to the Friends of the Tempe Public Library and the Library Advisory Board and will cultivate strong community collaborations.

The Community

Tempe is located in the center of the Greater Phoenix Metropolitan Area and covers about 40 square miles. The city, home to more than 161,000 residents and a workforce of more than 150,000, is surrounded by six freeways and is the only Arizona City to have border-to-border light rail. With the distinct identity as an emerging destination city, Tempe boasts all the offerings of a community rich in economics, technology, culture, tourism and educational resources.

Tempe features a wonderful mix of history and modern urban amenities and respects its heritage while planning for its future. The city still has buildings from the late 1800s in its downtown, and while enjoying dynamic growth, has maintained its unique personality and style through a careful blending of the new with the old.



The nation's largest university – Arizona State (ASU) – calls Tempe home, and Tempe Town Lake, to the City's north provides one of the most popular destinations in the state – second only to the Grand Canyon. Tempe is the spring training home for the Los Angeles Angels of Anaheim, and Downtown Tempe offers a walkable urban downtown district, representing a destination for the independently spirited, a hub for entertainment and an attractive market for entrepreneurial business.

About 25,000 people work in downtown Tempe for companies such as Allstate Insurance, State Farm, Amazon, Lifelock, Chase and Smith Barney. Major employers in the city include Insight Computers, ASU, Wells Fargo, Edward Jones and American Airlines, as well as an electric mix of small and locally-owned businesses.

Tempe is among Arizona's most educated cities with more than 40 percent of its residents age 25 and older having Bachelor's degrees or higher. This lends itself to a creative, smart atmosphere where anything seems possible.

The Culture

Tempe residents enjoy unsurpassed quality of life, including more than 150 special events annually, such as one of the nation's largest and best New Year's Eve parties, Rock n' Roll Marathon, Tour de Fat Bike Festival, Ironman Arizona and a Fourth of July Celebration that regularly draws more than 50,000 people. Residents also enjoy Tempe's various cultural and art activities at its many venues that include the Broadway shows at ASU Gammage, Spring Training Baseball and community performances at Tempe Center for the Arts. There are a number of museums in Tempe, such as The Arizona Historical Society Museum, Nelson Fine Art Center, Tempe History Museum and many others regionally, including the world famous Heard Museum.

The Community Services Department

The Community Services Department provides Tempe residents access to thousands of opportunities to learn, stay active and be connected with each other through exceptional classes and programs offered through its three divisions: Library, Recreation and Arts and Culture.



Tempe Public Library

The Tempe Public Library is a city library providing a wide range of services to all city residents, as well as other Maricopa County residents who can obtain a free Tempe Library card. The library has one bricks and mortar building of more than 120,000 square feet with the largest youth library in the United States. The Library operates within a budget of \$4 million and a staff of 68 FTE and offers 220,000 items in all formats for circulation, which averages more than 800,000 items a year.

The Library building was originally constructed in 1989 and had a major cosmetic renovation in 2009. By the end of June 2016, a state of the art RFID and automated materials handling system installation will be complete, and all public and staff computers will be replaced with virtual desktop technology.

The Library's strategic plan, completed in 2016, focuses on meeting community needs through programs and services offered where they are needed, whether that be in the Library itself or in pop-up, unexpected locations throughout the city. The Library also offers technology classes and STEAM programs at three city community centers.

The Library enjoys exceptional community and City Council support. In addition, an active Friends organization operates both a successful café and used bookstore on the main level of the Library, which enables the Friends to contribute quarterly gifts, as well as one larger annual gift. There is a Council appointed advisory board that acts as a communication conduit to City Council.



Ideal Candidate

The new **Deputy Community Services Director – Library** will be presented with exciting challenges and opportunities to take the Tempe Public Library to innovative heights in excellence. The ideal candidate will exemplify the following:

- Relationship building with residents, library users, library staff and city staff
- Collaboration skills in working with community boards, Friends groups and partners
- Exceptional communication skills with staff at all levels, city staff at all levels, Council members and community organizations. The candidate will sincerely enjoy working with people
- Innovation with a proven track record of continuous improvement and alternative service approaches, as well as knowledge and implementation of leading edge technologies
- Strategic thinking that encompasses making sound decisions under pressure, being skilled in strategic planning and using sound knowledge in current trends and practices in libraries
- Leadership excellence reflected in a history of creating a positive work environment, making decisions based on data, mentoring staff in a team environment, developing effective budgetary planning, using targeted measurement and evaluation methods, accepting responsibility and accountability and holding staff accountable
- Passion and vision for the purpose and future of public libraries